**UUS BOARD MEETING AGENDA**

**7:00 p.m., August 18, 2021**

**ZOOM** Link **891 3256 0297** Password**: 228948**

**Chair:** Alan **Opening Words:** John **Process Observer:** Julia **Closing Words:** Rochelle

Thank-you to Joe Rasmussen, who has been temporarily summarizing our meetings. UUS Leadership Development Committee’s Susan Salterberg and Sue Otto are looking for someone (now **nine** approached without result) to complete board member Carol Adamson’s term that ends 6-30-22 as Secretary. Carol was completing Alison Bettine’s three-year term as Secretary.

(Minutes

estimated)

(05)**Chalice Lighting & Opening Words**

(10) Check-in

(15) **Board Read –** UUA’s *Widening the Circle of Concern* was completed in July, and Rev. Diana suggests that for this meeting and until we start a new text in September or later, that we focus on what steps UUS should take to follow-up what we’ve been discussing in *Widening.*

(05) **Consent Agenda:** July 14 Board Minutes JA (dropbox), August 6 special email Exec Committee meeting minutes, August 11 Exec Committee minutes, Treasurer Pavelich’s report and financial summary with CA Emma Barnum’s Financial Narrative, Rev. Diana Smith report, DCL Peggy Garrigues report, CAEmma Barnum report combined (*New staff reports to begin next month*.)

(20) **Board Committee Updates:**

* Governance – Joe Rasmussen

--How to select committee members for the board’s five committees? A discussion for Governance? Mary McMurray says this is not addressed in Policies and Procedures. And should members of board committees be board approved?

* Personnel – Rochelle Honey-Arcement (co-chair with Mary McMurray)
* Finance – John Raley
* Right Relations – Julia Audlehelm (also see Rev. Diana Installation below)
* Mission and Vision Review – Hazel Seaba and Diana Henry

(10) **Covid Concerns:** 1) data quality, 2) phases, 3) rentals, 4) Covid Team itself

* Data and Phases – The COVID Team met on August 12 and now offers a proposal to update the phases. Consideration is being given to relax the in-person standards, but the reliability and immediate relevance of Iowa’s state data is a problem. The once-daily state data is now only released once a week, and plans may reduce and possibly modify that information further. The problem is at what point does UUS just have to make its own decisions without accurate state data? Is there a different source? **The Team recommends COVID ACT NOW** [**https://covidactnow.org/us/iowa-ia/county/johnson\_county/?s=21621088**](https://covidactnow.org/us/iowa-ia/county/johnson_county/?s=21621088)**), which provides a color-coded system that could be tied to our phases and is run by scientists using aggregate data.**
* Rentals – the Director of Congregational Life is working on protocols for rentals before starting these. A question for the Board is: **Are rental groups subject to the same phase protocols as UUS groups, which complicates fulfilling rental contracts (i.e., size of the group, mask requirements, etc.)?** Phases could change quickly either up or down. Should rental groups be subject to costs for post-event cleaning and does the size/activity make a difference? What type of cancellation policy is necessary? How do rental groups interact with UUS staff?
* The COVID Team itself has been concentrating on how to implement and update the phases. Data concerns and implementation of the multiplatform services are raising the question of whether circumstances have evolved that either change the role of or the need for a standing COVID Team. Utilization of COVID ACT NOW should reduce the COVID Team meetings needed.
* *Several days after the 8-12-21 COVID Team meeting* ***two members of the COVID Team*** *had second thoughts on the new proposal, mainly focused* ***on keeping the UUS building OPEN*** *(with cautions in place) as much as possible and wanted to be sure the board considered these.*

(05) Blessed relief **break** (time in schedule approximate)

(25) **Board BGI Update and Discussion**

*Balance and Growth Initiative* – Rochelle Honey-Arcement/others: Task force “will present fiscal options monthly to the Board of Trustees that support the mission and vision of UUS with the end result being a single plan in early November 2021.” June 16 board moved to approve seven members listed below “with the option of inviting other individuals to attend in an ad hoc capacity for their expertise and/or input”: **Rochelle Honey-Arcement, chair; Mike Pavelich, Treasurer; John Raley, Finance Trustee; Rev. Diana Smith, Ministry; Diana Miller, Stewardship; Gary Lawrenson, Endowment, Chris Rode, Past Treasurer.**

**QUESTIONS FOR THE BOARD FROM MONDAY NIGHT’S (8-16-21) BGI MEETING:**

1. Is the board willing to put together a two-year funding plan from the endowment with clear parameters at the end of what happens if we don't meet the goals?

2. What is the total amount for the year that the staff can build the budget on?

3. Who else is it important for us to meet with as a group?

Additional question of Rochelle’s: Would it be okay if part of our plan is to continue conversing with the congregation over the next couple years about fundraising/educational events like the "Hunger Banquet" that the congregation can get behind that will help with the funding of programs?

(15) **Unfinished Business**

--The month-long fellowship hall ceiling project (anonymous donor) is substantially complete.

--The latest meeting of participants in the Listening Campaign led by Peggy Garrigues, Sarah Ross, and Dave Martin was held August 1. The process will allow deep listening conversations with about 160 members beginning in late August or early September, with Rev. Diana to announce this to the congregation by commissioning this project at a Sunday service.

--The 2022 Stewardship Campaign, which has a board-approved goal of $420,000, will launch Sunday, September 26. The stewardship group met On August 10 to discuss the drafted brochure copy and other elements, such as testimonials, for this year’s campaign.

--Minister Installation (co-chairs Julia Audelhelm **[replacement needed]** and Colleen Higgins) Sunday, October 24, 2021. What happens if COVID concerns impact the October date, and should there be a virtual alternative, or a delay, or an alternative date? The installation also involves participants from other states and locales who may have virus concerns. However, a September Board decision is necessary, and COVID concerns are unknown. **The Executive Committee leaned toward planning this as an on-line event that could be expanded to in-person per the phase in effect at that time.** Because of multiplatform capability, it’s hoped the sanctuary can be used to some extent in any case.

--Memorial Garden project update by Julia Audelhelm (The UUS Memorial Garden construction is beginning, and decisions will be addressed as to how it will be used and managed. There are four 7-p.m. meetings in August to discuss the different issues, after which a set of procedures will be presented to the board for approval. The dates are August 10th: Memorial Garden Recordkeeping; **August 17th (last night): Ongoing Care and Management of the Garden**; August 24th:  Legalities of Storing Cremains on UUS Property; and August 31st: Development of Rules, Regulations, Fees, and Budget.) Work on the Garden landscaping is slated to begin very soon. Ultimately the Governance Committee assist in documenting policies and procedures.

(15) **New Business**

**--**Reverend Diana’s 3rd/final renewal for Preliminary **Fellowship Status** is due this fall, including a report by the Board of Trustees about our minister’s activities due November 1. Following ordination, Rev. Diana has completed steps and a report of about 150 pp. charting her progress toward the ultimate designation of Fellowship with the UUA, an achievement of professional development and involvement with a network of similarly qualified UU ministers. **The board needs to decide which of two UUA Fellowship forms we will use.** Alan will spearhead completion of the form, but may need input or assistance from other board members such as Diana Henry and Hazel Seaba of the closely-related Mission and Vision Review Committee.

--UUS’s Kirk Witzberger and Jim Laughlin and four leaders from other Midwest UU congregations will meet by Zoom to learn more from UUS about the planning for our new building and the move into it. Scheduling this has been difficult due to other congregations’ COVID/reopening issues.

--Email authorization was given 8-6-21 by the Executive Committee to begin work on a LMC recommendation for 1) a correction to the recent bio-retention cell repair to please our Z&Z Condos neighbors (will cost $1,650 not in the operating budget), and also 2) on sitework for the Memorial Garden. (Work on the pathway and steps began Tuesday, to be followed by Memorial Garden work.)

--December and May congregational meeting dates need to be put on the calendar. Times that are close to those in 2020-21 would be **Sunday, December 19, 2021**, and **Sunday, May 22, 2022**.

--Treats and Talents fund-raiser? Last year this was successfully held online.

--Other new business?

(05) **Guest Comments**

(00) **Closed Executive Session –** none expected this month

(05) **Process Observer Comments**

(05) **Closing Words, Adjournment, and Extinguish the Chalice**

*(Next board meeting 7:00 Sept. 15, 2021, by Zoom) A.S.*